



## **Royal Science & Technology Park SEZ Proposal Submission Framework**

### **1. GENERAL INFORMATION**

2.1 Name of FDI Company (SEZ Operator Applicant):

2.2 Country(ies) of Origin:

### **2. PROMOTERS/SPONSORS**

2.3 Name of company or companies promoting the Company and complete address:

2.4 Date and place of Certificate of Incorporation of Company:

2.5 Nature of business and background:

2.6 Ownership (major shareholders and respective shareholding):

2.7 Directors (not nominees)

2.7.1 Name(s):

2.7.2 Age(s):

2.7.3 Nationality/residence status:

2.7.4 Present occupation:

2.7.5 Business and professional qualifications:

- 2.7.6 Experience(s) in particular industry:
- 2.7.7 Other relevant information:

- 2.8 Details of parent company (if relevant):
- 2.9 Details of subsidiaries and their relation to the company including name(s) and address(es) (if relevant):
- 2.10 Copy of Annual Audited financial statement (for the past three years):
- 2.11 Names and addresses of:
  - 2.9.1 Auditors:
  - 2.9.2 Lawyers:
  - 2.9.3 Bankers:
- 2.12 Estimate of total amount to be invested and source:
- 2.11 Proposed date of commencement of business.

### **3. THE PROJECT**

- 3.1 Description of proposed business/ project and its purpose:
- 3.2 Technical Aspects:
  - 3.2.1 Production:
    - 3.2.1.1 Description of products including specifications:
    - 3.2.1.2 Productions programme:
    - 3.2.1.3 Estimate of volume of production expected in the next 5years:
    - 3.2.1.4 Production cost indicating detailed breakdown of production costs and showing elements of cost per unit:

- 3.2.1.5 Production capacity:
- 3.2.1.6 Rated annual and daily capacity per shift (if relevant):
- 3.2.1.7 Number of shifts (if relevant):
- 3.2.1.8 Operating days per year:

### 3.2.2 Machinery and equipment:

- 3.2.3.0 List or schedule of machinery and equipment indicating the following factors:
  - 3.2.3.1 Cost of each machinery:
  - 3.2.3.2 New or used:
  - 3.2.3.3 Origin (local or imported):
  - 3.2.3.4 Sources of supply and Specifications:  
(Quotations from suppliers of machinery, Machinery guarantees, Terms of payment, Other arrangements, Comparative analysis of alternative machinery and equipment in terms of cost, reliability, efficiency, Performance and availability of spare parts, Machinery and equipment layout indicating floor plan).

### 3.2.3 Proposed Plant Location:

- 3.2.3.1 Name of Land Area:
- 3.2.3.2 Area of land required:
- 3.2.3.3 Site survey plan showing outline of main buildings:
- 3.2.3.4 Site development requirements (i.e. roads, drainage, access, etc.).

### 3.2.4 Buildings:

- 3.2.4.1 Sketch plan/drawing of buildings showing dimensions:

3.2.4.2 Type of construction and materials to be used:

3.2.4.3 Floor area involved:

3.2.4.4 Estimated costs of buildings:

3.2.4.5 Construction costs:

3.2.4.6 Professional fees:

3.2.4.7 Contingencies:

3.2.4.8 Total Estimated:

3.2.4.9 Proposed construction Programme (timing):

3.2.5 Utilities:

3.2.5.1 Electricity, fuel, water, steam, etc.; indicate:

3.2.6 Raw Material:

3.2.6.1 Description and specifications of raw materials relating to the physical, mechanical and chemical properties:

3.2.6.2 Description and specifications of auxiliary materials:

3.2.6.3 Proposed sources and quantities of raw materials and components; availability and continuity of supply:

3.2.6.4 Possibility of import restrictions being imposed:

3.2.6.5 Current and prospective costs of raw materials:

3.2.6.6 Terms of payment and long terms contract (if any):

3.2.6.7 Consumable stores, quantity, price and country of origin.

3.2.7 Implementation Schedule (Time required for):

3.2.7.1 Design:

3.2.7.2 Equipment:

3.2.7.3 Installation:

3.2.7.4 Commissioning of plant:

3.2.8 Management and Labor (Compliance to SEZ Legislation):

3.2.9 Waste Disposal Plan:

3.3 The Market, Marketing and Distribution:

3.2.1 Local Market (Compliance to the SEZ Legislation):

- Projections of future consumption:
- Source from which the market presently obtains the products:
- Effect and extent of competition:

3.2.2 Export Market:

- Consumption on major markets:
- Major competitors:
- Specific advantages of Company as regards price, quality and technical specifications of products:
- Other regulations affecting sales on export, markets:
- Selling prices on export markets:

3.2.3 Marketing

- Contracts for sales Marketing (exports Market)
- Promotions, advertising, media and budget:
- Credit policy towards customers:
- Marketing strategy, organization and relevant experiences
- Description of present marketing strategies of competitors:

3.2.4 Distribution

- Indicate areas which will be served (local, regional e.t.c)
- List names, if possible, of major customers:
- Distribution system:
- Transportation of product:
- Storage of product:

- 3.2.5 Commercial Aspects
- Selling prices (domestic and export markets):
  - Sales forecast (product prices, price policy):
  - Forecast sales volume and value (next 5 years):
  - Payment terms:
  - Sales arrangements:
  - Sales contracts and orders (if any):

#### **4. FINANCIAL ASPECTS:**

##### 4.1 Cost of Capital Items

4.1.1 Site development:

4.1.2 Buildings:

4.1.3 Machinery and equipment:

4.1.4 Freight and Insurance:

4.1.5 Installation:

4.1.6 Initial stock of spare parts and tools:

4.1.7 Factory and office equipment:

4.1.8 Duty on imported equipment (if any):

4.1.9 Vehicles:

4.1.10 Professional fees:

4.1.11 Interest before commissioning:

4.1.12 Pre-operating expenses (studies, legal expenses, traveling etc.):

4.1.13 Contingency:

#### **TOTAL PROJECT COST:**

## 4.2 Working Capital Requirements:

4.2.1 General operating costs (monthly cash outflows):

4.2.2 Stocks (including raw materials/auxiliary materials, semi-finished products, consumables spare parts):

4.2.3 Trade debtors less creditors:

### **TOTAL** (N.B. In all the above indicate assumptions)

## 4.3 Sales Basis:

4.3.1 What are the assumed sales bases?

4.3.2 Method of sales – direct or through agents:

4.3.3 Terms (commissions, discounts, etc.)

## 4.4 Project Cost Financing:

4.4.1 Finance Required:

LOCAL

FOREIGN

**TOTAL**

- Land and buildings
- Machinery and equipment
- Other
- Working capital

### **TOTAL INVESTMENT COST (BUSINESS PLAN)**

4.4.2 Proposed Financial Arrangements

- Share Capital: (1) Authorised  
(2) Issued  
(3) Names of shareholders and amounts
- Loan:
- Suppliers of credit:

- Short terms borrowings:

#### Summary of Financing Arrangements

- Equity:
- Long term loans:
- Suppliers of credits:
- Short term borrowings:
- Internal cash generation:

#### **TOTAL FINANCING**

- 4.5 Terms and Conditions of Loans/Credits:
  - 4.5.1 Moratorium:
  - 4.5.2 Repayments:
  - 4.5.3 Duration:
  - 4.5.4 Interest:
  - 4.5.5 Commitment fee:
  - 4.5.6 Proposed Securities and Guarantees

### **5. FINANCIAL PROJECTIONS:**

- 5.1 Detailed profit and loss projections for 5 years:
- 5.2 Projected balance sheets for ten years:
- 5.3 Cash Flow Projections:
  - Monthly for 1 year
  - Annual for 5 years
- 5.4 Supporting schedules for financial projections;
  - 5.4.1 Collection period of sales:
  - 5.4.2 Inventory levels:
  - 5.4.3 Payment period for purchase:
  - 5.4.4 Elements of production cost, selling, administrative and financial expenses:
  - 5.4.5 All assumptions behind projections to be stated
- 5.5 Sensitivity analysis:
- 5.6 Break even analysis:
- 5.7 Calculation of Net Present Value (NPV):
- 5.8 Calculation of Internal Rate of Return (IRR):



5.9 Financial Ratio Analysis:

5.9.1 Liquidity / Creditworthiness:

5.9.2 Profitability:

5.9.3 Efficiency

**6. SOCIO-ECONOMIC ASPECTS**

6.1 Job creation:

6.2 Linkages to ESwatini economy:

6.3 Import substitution:

6.4 Export promotion i.e. generation of additional foreign exchange:

6.5 Additional income through taxation:

6.6 Value added:

6.7 Ecological and environmental factors:

**7. TIMING CONSIDERATIONS**

7.1 Proposed timetable indicating critical path items:

7.2 What time between obtaining SEZ Operator Permit and:

7.2.1 Commencing construction work:

7.2.2 Commencing of operation:

**Date of Submission of Proposal:**